



## **IFB #0325-10-HVAC HVAC EQUIPMENT AND INSTALLATION**

April 8, 2010

### **ADDENDUM #1**

**This addendum must be acknowledged and returned with your bid.**

To: **ALL PROSPECTIVE BIDDERS LISTED BELOW**  
Re: **NOTES FROM PRE-BID MEETING (4/7/10) AND OTHER INFORMATION**

#### **I. PRE-BID MEETING ATTENDEES**

- |                       |                              |                                |
|-----------------------|------------------------------|--------------------------------|
| 1. Clover Services    | 7. JMT                       | 13. Pro Air                    |
| 2. Colonial Webb      | 8. Kelly HVAC                | 14. ProTec Construction        |
| 3. GHS                | 9. Kocharian Co.             | 15. RSI                        |
| 4. Harvey Hottel      | 10. Masterbuilt              | 16. Service Specialties Inc    |
| 5. Horizon Mechanical | 11. Middleton Heating & Air  | 17. Starling Heating & Cooling |
| 6. Jett Service       | 12. Precision Mechanical Svc | 18. SWC                        |
|                       |                              | 19. Tri State Ventilation      |

#### **II. QUESTIONS & ANSWERS – FROM EMAILS AND PRE BID MEETING**

- Q1. It appears, that there is no a bid bond requirement. Is that correct?  
A1. Yes
- Q2. Do you want the entire old unit to be delivered to your scrap yard?  
A2. After the refrigerant and other fluids have been removed, the Contractor will deliver the scrap to the City's Property Yard (see Section VIII, B., 8).
- Q3. Are engineering plans available?  
A3. No
- Q4. Who will maintain the equipment while in warranty?  
A4. The City's contractor for HVAC maintenance, Harvey Hottel, will be responsible for maintenance. The awarded Contractor will be responsible for all warranty related work, equipment and materials.
- Q5. Do you have a preference of refrigerant used (i.e. 410)?  
A5. Yes. R-410 is preferred. See change to specs under Section II of this Addendum.
- Q6. What time does the scrap yard close?  
A6. A City representative will provide access to the Property Yard for the Contractor to deposit the scrap.

Q7. Do you have equipment to upload the scrap metal?

A7. Yes, the property yard has construction equipment.

Q8. Where's the unit?

A8. On the roof of the Mary Stiley Riles Public Library

### III **CORRECTION**

The reference to an Insurance Check List at the Pre-Bid Meeting is hereby retracted. There will be no Insurance Check List to be returned although the contractor is responsible to meet the insurance requirements in the IFB prior to starting work.

### III. **MODIFICATIONS TO IFB**

- **Section VIII "Scope of Work"; Section A "General Requirements"**

Add:

9. Roof protection is required at all times. The Contractor will be responsible for any and all roof damage.
10. The Contractor is responsible for securing all permits. The City will sign as owner for City Permits so there will be no charge to Contractor.
11. The Contractor is responsible for setting up inspection after installation.

- **Section VIII "Scope of Work"; Section B "Specific Requirements and Provisions"**

Under No. 12:

Replace "R-22" to read "R-410A"

Add No 13 as follows:

13. Replace existing disconnect unit.

- **Section XIX "Standard Provisions"; Paragraph 13; Insurance;**

In Subparagraph b, 6): delete the "Professional Liability Insurance and Liability" and add the following:

- 6). Maintain Installation Floater to cover the contractor's materials (including labor) and the City's materials/equipment to be installed.

**All other terms and conditions remain unchanged.**

Contractor must take due notice and be governed accordingly. This Addendum is considered a part of the above referenced solicitation.

**Acknowledged by:**

---

Name of Firm

---

Authorized Signature

---

Date